

MINUTES

Leesburg Executive Airport

August 17th, 2006

The August 17th, 2006 meeting of the Leesburg Airport Commission was held at 7:30 p.m. in the Stanley F. Caulkins Terminal Building, George P. Hammerly conference room.

Commissioners Present: Mr. Dennis Boykin, Chairman, Mr. Stanley Caulkins, Mr. Bill Whyte, Mr. Randy Morris, Mr. Tom Toth, and Mr. Bob Hall

BOS Representative Present: Mr. Steve Hutchens

Absent: Ms. Susan Horne, Councilmanic, Mr. Steve Axeman Vice-Chairman.

Staff Present: Mr. Tim Deike, Airport Director

Call to Order: The Meeting was called to order at: 7:45 pm.

- **Approval of Minutes:** Motion to approve the minutes of the regularly scheduled meeting for the month of July was made by Mr. Randy Morris and Seconded by Mr. Tom Toth. Minutes were approved 6-0.

Motion to approve the minutes of the special meeting for the month of July concerning changes to airport lease documents was made by Mr. Tom Toth and seconded by Mr. Bill Whyte. Minutes were approved 6-0.

Petitioners:

- Mr. Sam Legard

Business – Action Items:

a. Old Business:

- **Airport Rules & Regulations**

The commission recommended that the airport director send the rules & regulations to the town attorney and then bring them back to the commission.

- **Cross Trails / Discussion only**

A discussion about the list of HOA visits took place as well as who would attend what meeting. Mr. Toth reported on progress with meetings he had with some County of Loudoun Planning Commission members.

b. New Business:

No new business

Reports:

a. Airport Director's Report:

- As of September 25th, 2006, the U.S. Coast Guard will assume the role of escort for the Department of Homeland Security using a HH-65C Dolphin Helicopter. The airport director has sent copies of its picture to all mail lists.
- The airport director has updated the 6-year ACIP (Airport Capital Improvement Program) for the town.

b. Chairman's Report:

- South End Redevelopment: Spoke of how to handle the issue of tearing down the existing hangars and if the tenants inside the hangar should have priority on getting new hangar space when re-developed. Directed airport director to write draft procedures for replacement hangar priorities.
- The current Airport Commission meeting date conflicts with the Town Planning Commission meeting date and time. Directed the airport director to study the list of current town boards / commissions to see if the airport commission meeting were moved to the Wednesday prior to current meeting date would there be any conflicts?

c. Committee Reports:

- **Rules & Regulations:** Nothing to report
- **Operations:** Fewer noise complaints have been noticed by the staff and the commission; would like the airport director to put into the Airways/Facility Directory language about designating runway 17 as the calm wind runway and to insert language about deer in the vicinity of the runways. Mr. Morris went on the request that the airport director also include this information on the airport website.
- **Land Use:** Covered in the Cross Trail agenda item.
- **Finance:** Mr. Tom Toth reported that Mr. Bob Hall and the airport director Tim Deike made a visit to the Town Finance Director Mr. Norm Butts to discuss the airport budget. A discussion took place about the need for the airport to be an enterprise fund.
- **Economic Development:** Nothing to report.

Next meeting will be September 21st, 2006

Motion made to adjourn by Mr. Tom Toth and Seconded by Mr. Randy Morris.

Vote carried 6-0. Meeting adjourned at: 9:15pm.

Respectfully,

Timothy B. Deike, Airport Director